

Appendix H

NREL CONTRACTOR SAFETY ORIENTATION

Contractor:	Permit Number
Date of Orientation:	Contract Number:
Contractor Representative(s):	NREL Representative(s):

NREL Safety Requirements: The following information was reviewed at the time of the Safety Orientation. The Construction Contractor is responsible for ensuring that all employees are familiar with these requirements, including lower tier subcontractor employees. Documentation of review by contractor/subcontractor employees is recommended.

- _____ DOE Poster - The DOE (Department of Energy) Occupational Safety and Health Protection Poster indicates basic Safety and Health requirements and the point-of-contact for inquiries, and is posted with the NREL construction contractor safe work permit.

- _____ DOE/OSHA Requirements - All portions of 29 CFR 1910, Occupation Safety and Health Standards for General Industry and 29 CFR 1926, Safety and Health Regulations for construction are in effect and enforced by DOE.

- _____ NREL Construction Safety Policy - Safety and Health requirements specific to NREL are included in this policy, which is available from the NREL Safety and Health Section.

- _____ Job-site Inspections - Representatives of DOE, NREL and/or OSHA may perform inspections. Inspectors have the authority to stop work if safe work practices are not being utilized.

- _____ Emergency Reporting - All emergencies, including the need for emergency medical services, will be reported by dialing the emergency number assigned to the site location. Attached is a listing of NREL's emergency phone numbers, which, must be posted on site in a visible location.

- _____ Accident Reporting - All bodily injury, property damage incidents, and near misses will be reported to NREL within **24 hrs**. This does not relieve construction contractors of OSHA or insurance carrier reporting requirements.

- _____ Exit Access - A clear path of at least 44" must be maintained to all exits.

- _____ Hazardous Materials - The Contractor shall have a Hazard Communication Program in effect and will provide NREL with a list of hazardous materials that will be used on the job. MSDS shall be readily available at the job site. Quantities of 55 gallons or more of hazardous chemicals will be reported to NREL prior to bringing the chemicals on site.

- _____ The contractor will notify NREL's project manager prior to generating hazardous waste. Please consult the attached Construction Waste Guidelines. Chemicals will be stored in secondary containers to prevent stormwater contamination.

- _____ The location of asbestos-containing materials (ACM) shall be determined prior to the start of work. ACM must not be disturbed and the contractor shall comply with NREL Asbestos Management Program requirements.

- _____ Above ground storage tanks must comply with NREL's Aboveground Storage Tank requirements. An above ground storage tank plan must be submitted and approved by NREL prior to bringing tanks on site.

- _____ Lockout/Tagout - The contractor shall honor the NREL program and comply with OSHA LO/TO requirements.
- _____ Electrical work shall comply with the National Electric Code, OSHA, and NREL's Electrical Safety Program.
- _____ Scaffolding and ladders will comply with OSHA's and ANSI regulations/standards.
- _____ Body Harnesses with Shock Absorbing Lanyards are required for work on unprotected surfaces at heights \geq six feet.
- _____ Personnel Protective Equipment will be required as appropriate for the work being performed. At a minimum, approved safety glasses are required at all times, unless the Project Manager and NREL ES&H grant exception.
- _____ A NREL Confined Space Entry Permit must be obtained prior to entering a permit required confined space. Contractors must provide the necessary equipment to support this activity (e.g. multi-gas detector, rescue devices, ventilation equipment, etc.) Contractor employees involved in this activity (entrants/attendants) shall be qualified and properly trained.
- _____ A Hot Work Permit must be obtained prior to any hot work or spark producing activity. The terms and conditions specified in the Hot Work Permit and Hot Work Permit Checklist shall be followed.
- _____ An Excavation Permit must be obtained prior to any excavation, probing, or digging. Excavations shall comply with OSHA regulations.
- _____ Fugitive dust will be controlled by watering, tracking prevention, tracking cleanup, minimizing areas disturbed, and vehicle speed control in compliance with NREL's Particulate Emissions Control Plan.
- _____ Erosion and contamination of stormwater runoff will be controlled by using erosion mats, hay bails, or other preventive measures in compliance with NREL's Stormwater Pollution Prevention Plan.